

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE 1 OF 13 PAGES
2. AMENDMENT/MODIFICATION NO. 11	3. EFFECTIVE DATE 9/8/03	4. REQUISITION/PURCHASE REQ. NO. N/A	5. PROJECT NO. (If applicable)	
6. ISSUED BY NASA/Goddard Space Flight Center Donna Broderick, Code 200.3 Greenbelt, MD 20771		7. ADMINISTERED BY (If other than Item 6) CODE		
8. NAME AND ADDRESS OF CONTRACTOR (No. Street, county, State and ZIP: Code) Getronics Government Solutions. LLC. Attention: Ms. Janice Stabler 2525 Network Place Herndon, VA 20171			(4)	9A. AMENDMENT OF SOLICITATION NO.
				9B. DATED (SEE ITEM 11)
				10A. MODIFICATION OF CONTRACT/ORDER NO. NAS5-98146
				10B. DATED (SEE ITEM 13) June 22, 1998
CODE		FACILITY CODE		

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning one (1) copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATA SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and data specified.

## 12. ACCOUNTING AND APPROPRIATION DATA (If required)

B/NC: GWT PPC: BX

## 13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(4)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER Specify type of modification and authority 52.212-4. Contract Terms and Conditions - Commercial Items, paragraph (C). Changes


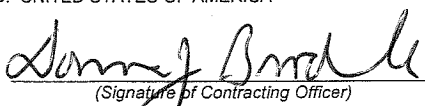
E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 3 copies to the issuing office.

## 14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this modification is to: revise A.27 1852.204-76 Security Requirements for Unclassified Information Technology Resource; add A.1.39 852.223-70 Health and Safety; add 1852.223-75 Major Breach of Safety or Security; add A.1.41 Award Fee; add A.1.42 Incentive Fee; revise Attachment B Data Requirement Document; add DRD ODIN 1A; revise C.5.6.4 Asset Reporting Requirements adding text; revise the contract globally deleting Lewis Research Center (LeRC) and adding Glenn Research Center (GRC); revise C.4.1.2 NASA CIO Operating Model adding text; revise C.5.7.5 User Assistance for Catalog Services adding text; add C.5.7.6 Re-Utilization of Catalog Product-Unique Services; revise C.5.9.9 Excess Cellular Phone Usage; revise C.7.1 Periodic/Routine Technology Refreshment adding text; revise C.8.5 Security Incident Reporting adding text; revise C.8.1 Computer Security Requirements adding text; and add C.8.7 System Administrator Security Certification Program. The changes are being made at no cost impact to this contract.

Accordingly see the attached pages:

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) Janis O. Stabler Director, Contracts and Subcontracts		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Donna J. Broderick	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED 9/5/03	16B. UNITED STATES OF AMERICA BY  (Signature of Contracting Officer)	16C. DATE SIGNED 9/8/03

NSN 7540-01-152-8070  
PREVIOUS EDITION UNUSABLE

30-105  
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STANDARD FORM 30 (REV. 10-83)  
Prescribed by GSA  
FAR (48 CFR) 53.243

The following lists the indicated changes:

1. A.1.27 SECURITY REQUIREMENTS FOR UNCLASSIFIED AUTOMATED INFORMATION RESOURCES (1852.204-76)(MODIFIED)(REVISED 11/2/99) is deleted in its entirety and replaced to read as follows:

**1852.204-76 Security Requirements for Unclassified Information Technology Resources.**

**SECURITY REQUIREMENTS FOR UNCLASSIFIED  
INFORMATION TECHNOLOGY RESOURCES  
(JULY 2002)**

(a) The Contractor shall be responsible for Information Technology security for all systems connected to a NASA network or operated by the Contractor for NASA, regardless of location as defined within the scope of each delivery order. This clause is applicable to all or any part of the contract that includes information technology resources or services in which the Contractor must have physical or electronic access to NASA's sensitive information contained in unclassified systems that directly support the mission of the Agency. This includes information technology, hardware, software, and the management, operation, maintenance, programming, and system administration of computer systems, networks, and telecommunications systems. Examples of tasks that require security provisions include:

- (1) Computer control of spacecraft, satellites, or aircraft or their payloads;
- (2) Acquisition, transmission or analysis of data owned by NASA with significant replacement cost should the contractor's copy be corrupted; and
- (3) Access to NASA networks or computers at a level beyond that granted the general public, e.g. bypassing a firewall.

(b) The Contractor shall provide, implement, and maintain an IT Security Plan. This plan shall describe the processes and procedures that will be followed to ensure appropriate security of IT resources that are developed, processed, or used under this contract. The plan shall describe those parts of the contract to which this clause applies. The Contractor's IT Security Plan shall be compliant with Federal laws that include, but are not limited to, the Computer Security Act of 1987 (40 U.S.C. 1441 et seq.) and the Government Information Security Reform Act of 2000. The plan shall meet IT security requirements in accordance with Federal and NASA policies and procedures that include, but are not limited to:

- (1) OMB Circular A-130, Management of Federal Information Resources, Appendix III, Security of Federal Automated Information Resources;
- (2) NASA Procedures and Guidelines (NPG) 2810.1, Security of Information Technology; and

(3) Chapter 3 of NPG 1620.1, NASA Security Procedures and Guidelines.

(c) Within 30 days after contract award, the contractor shall submit for NASA approval an IT Security Plan. This plan must be consistent with and further detail the approach contained in the offeror's proposal or sealed bid that resulted in the award of this contract and in compliance with the requirements stated in this clause. The plan, as approved by the Contracting Officer, shall be incorporated into the contract as a compliance document.

(d)(1) Contractor personnel requiring privileged access or limited privileged access to systems operated by the Contractor for NASA or interconnected to a NASA network shall be screened at an appropriate level in accordance with NPG 2810.1, Section 4.5; NPG 1620.1, Chapter 3; and paragraph (d)(2) of this clause. Those Contractor personnel with non-privileged access do not require personnel screening. NASA shall provide screening using standard personnel screening National Agency Check (NAC) forms listed in paragraph (d)(3) of this clause, unless contractor screening in accordance with paragraph (d)(4) is approved. The Contractor shall submit the required forms to the NASA Center Chief of Security (CCS) within fourteen (14) days after contract award or assignment of an individual to a position requiring screening. The forms may be obtained from the CCS. At the option of the government, interim access may be granted pending completion of the NAC.

(2) Guidance for selecting the appropriate level of screening is based on the risk of adverse impact to NASA missions. NASA defines three levels of risk for which screening is required (IT-1 has the highest level of risk):

(i) **IT-1** -- Individuals having privileged access or limited privileged access to systems whose misuse can cause very serious adverse impact to NASA missions. These systems include, for example, those that can transmit commands directly modifying the behavior of spacecraft, satellites or aircraft.

(ii) **IT-2** -- Individuals having privileged access or limited privileged access to systems whose misuse can cause serious adverse impact to NASA missions. These systems include, for example, those that can transmit commands directly modifying the behavior of payloads on spacecraft, satellites or aircraft; and those that contain the primary copy of "level 1" data whose cost to replace exceeds one million dollars.

(iii) **IT-3** -- Individuals having privileged access or limited privileged access to systems whose misuse can cause significant adverse impact to NASA missions. These systems include, for example, those that interconnect with a NASA network in a way that exceeds access by the general public, such as bypassing firewalls; and systems operated by the contractor for NASA whose function or data has substantial cost to replace, even if these systems are not interconnected with a NASA network.

(3) Screening for individuals shall employ forms appropriate for the level of risk as follows:

(i) IT-1: Fingerprint Card (FC) 258 and Standard Form (SF) 85P, Questionnaire for Public Trust Positions;

(ii) IT-2: FC 258 and SF 85, Questionnaire for Non-Sensitive Positions; and

(iii) IT-3: NASA Form 531, Name Check, and FC 258.

(4) The Contracting Officer may allow the Contractor to conduct its own screening of individuals requiring privileged access or limited privileged access provided the Contractor can demonstrate that the procedures used by the Contractor are equivalent to NASA's personnel screening procedures. As used here, equivalent includes a check for criminal history, as would be conducted by NASA, and completion of a questionnaire covering the same information as would be required by NASA.

(5) Screening of contractor personnel may be waived by the Contracting Officer for those individuals who have proof of --

(i) Current or recent national security clearances (within last three years);

(ii) Screening conducted by NASA within last three years; or

(iii) Screening conducted by the Contractor, within last three years, that is equivalent to the NASA personnel screening procedures as approved by the Contracting Officer under paragraph (d)(4) of this clause.

(e) The Contractor shall ensure that its employees, in performance of the contract, receive annual IT security training in NASA IT Security policies, procedures, computer ethics, and best practices in accordance with NPG 2810.1, Section 4.3 requirements. The contractor may use web-based training available from NASA to meet this requirement.

(f) The Contractor shall afford NASA, including the Office of Inspector General, access to the Contractor's and subcontractors' facilities, installations, operations, documentation, databases and personnel used in performance of the contract. Access shall be provided to the extent required to carry out a program of IT inspection, investigation and audit to safeguard against threats and hazards to the integrity, availability and confidentiality of NASA data or to the function of computer systems operated on behalf of NASA, and to preserve evidence of computer crime.

(g) The Contractor shall incorporate the substance of this clause in all subcontracts that meet the conditions in paragraph (a) of this clause.

**(End of clause)**

2. Add the following to ADDENDUM 1, SCHEDULE AND ADDITIONAL PROVISIONS:

A.1.39 1852.223-70 Safety and Health (APRIL 2002)

(a) Safety is the freedom from those conditions that can cause death, injury, occupational illness, damage to or loss of equipment or property, or damage to the environment. NASA's safety priority is to protect: (1) the public, (2) astronauts and pilots, (3) the NASA workforce (including contractor employees working on NASA contracts), and (4) high-value equipment and property.

(b) The Contractor shall take all reasonable safety and occupational health measures in performing this contract. The Contractor shall comply with all Federal, State, and local laws applicable to safety and occupational health and with the safety and occupational health standards, specifications, reporting requirements, and any other relevant requirements of this contract.

(c) The Contractor shall take, or cause to be taken, any other safety, and occupational health measures the Contracting Officer may reasonably direct. To the extent that the Contractor may be entitled to an equitable adjustment for those measures under the terms and conditions of this contract, the equitable adjustment shall be determined pursuant to the procedures of the changes clause of this contract; provided, that no adjustment shall be made under this Safety and Health clause for any change for which an equitable adjustment is expressly provided under any other clause of the contract.

(d) The Contractor shall immediately notify and promptly report to the Contracting Officer or a designee any accident, incident, or exposure resulting in fatality, lost-time occupational injury, occupational disease, contamination of property beyond any stated acceptable limits set forth in the contract Schedule; or property loss of \$25,000 or more, or Close Call (a situation or occurrence with no injury, no damage or only minor damage (less than \$1,000) but possesses the potential to cause any type mishap, or any injury, damage, or negative mission impact) that may be of immediate interest to NASA, arising out of work performed under this contract. The Contractor is not required to include in any report an expression of opinion as to the fault or negligence of any employee. In addition, service contractors (excluding construction contracts) shall provide quarterly reports specifying lost-time frequency rate, number of lost-time injuries, exposure, and accident/incident dollar losses as specified in the contract Schedule.

(e) The Contractor shall investigate all work-related incidents, accidents, and Close Calls, to the extent necessary to determine their causes and furnish the Contracting Officer a report, in such form as the Contracting Officer may require, of the investigative findings and proposed or completed corrective actions.

(f)(1) The Contracting Officer may notify the Contractor in writing of any noncompliance with this clause and specify corrective actions to be taken. When the Contracting Officer becomes aware of noncompliance that may pose a serious or imminent danger to safety and health of the public, astronauts and pilots, the NASA workforce (including contractor employees working on NASA contracts), or high value mission critical equipment or property, the Contracting Officer shall notify the Contractor orally, with written confirmation. The Contractor shall promptly take and report any necessary corrective action.

(2) If the Contractor fails or refuses to institute prompt corrective action in accordance with subparagraph (f)(1) of this clause, the Contracting Officer may invoke the stop-work order clause in this contract or any other remedy available to the Government in the event of such failure or refusal.

(g) The Contractor (or subcontractor or supplier) shall insert the substance of this clause, including this paragraph (g) and any applicable Schedule provisions and clauses, with appropriate changes of designations of the parties, in all solicitations and subcontracts of every tier, when one or more of the following conditions exist:

(1) The work will be conducted completely or partly on premises owned or controlled by the Government.

(2) The work includes construction, alteration, or repair of facilities in excess of the simplified acquisition threshold.

(3) The work, regardless of place of performance, involves hazards that could endanger the public, astronauts and pilots, the NASA workforce (including Contractor employees working on NASA contracts), or high value equipment or property, and the hazards are not adequately addressed by Occupational Safety and Health Administration (OSHA) or Department of Transportation (DOT) regulations (if applicable).

(4) When the Contractor (or subcontractor or supplier) determines that the assessed risk and consequences of a failure to properly manage and control the hazard(s) warrants use of the clause.

(h) The Contractor (or subcontractor or supplier) may exclude the provisions of paragraph (g) from its solicitation(s) and subcontract(s) of every tier when it determines that the clause is not necessary because the application of the OSHA and DOT (if applicable) regulations constitute adequate safety and occupational health protection. When a determination is made to exclude the provisions of paragraph (g) from a solicitation and subcontract, the Contractor must notify and provide the basis for the determination to the Contracting Officer. In subcontracts of every tier above the micro-purchase threshold for which paragraph (g) does not apply, the Contractor (or subcontractor or supplier) shall insert the substance of paragraphs (a), (b), (c), and (f) of this clause).

(i) Authorized Government representatives of the Contracting Officer shall have access to and the right to examine the sites or areas where work under this contract is being performed in order to determine the adequacy of the Contractor's safety and occupational health measures under this clause.

(j) The contractor shall continually update the safety and health plan when necessary. In particular, the Contractor shall furnish a list of all hazardous operations to be performed, and a list of other major or key operations required or planned in the performance of the contract, even though not deemed hazardous by the Contractor. NASA and the Contractor shall jointly decide which operations are to be considered hazardous, with NASA as the final authority. Before hazardous operations commence, the Contractor shall submit for NASA concurrence --

(1) Written hazardous operating procedures for all hazardous operations; and/or

(2) Qualification standards for personnel involved in hazardous operations.

(End of clause)

3. Add the following to ADDENDUM 1, SCHEDULE AND ADDITIONAL PROVISIONS:

A.1.40 1852.223-75 Major Breach of Safety or Security (FEBRUARY 2002)

(a) Safety is the freedom from those conditions that can cause death, injury, occupational illness, damage to or loss of equipment or property, or damage to the environment. Safety is essential to NASA and is a material part of this contract. NASA's safety priority is to protect: (1) the public; (2) astronauts and pilots; (3) the NASA workforce (including contractor employees working on NASA contracts); and (4) high-value equipment and property. A major breach of safety may constitute a breach of contract that entitles the Government to exercise any of its rights and remedies applicable to material parts of this contract, including termination for default. A major breach of safety must be related directly to the work on the contract. A major breach of safety is an act or omission of the Contractor that consists of an accident, incident, or exposure resulting in a fatality or mission failure; or in damage to equipment or property equal to or greater than \$1 million; or in any "willful" or "repeat" violation cited by the Occupational Safety and Health Administration (OSHA) or by a state agency operating under an OSHA approved plan.

(b) Security is the condition of safeguarding against espionage, sabotage, crime (including computer crime), or attack. A major breach of security may constitute a breach of contract that entitles the Government to exercise any of its rights and remedies applicable to material parts of this contract, including termination for default. A major breach of security may occur on or off Government installations, but must be related directly to the work on the contract. A major breach of security is an act or omission by the Contractor that results in compromise of classified information, illegal technology transfer, workplace violence resulting in criminal conviction, sabotage, compromise or denial of information technology services, equipment or property damage from vandalism greater than \$250,000; or theft greater than \$250,000.

(c) In the event of a major breach of safety or security, the Contractor shall report the breach to the Contracting Officer. If directed by the Contracting Officer, the Contractor shall conduct its own investigation and report the results to the Government. The Contractor shall cooperate with the Government investigation, if conducted.

(End of clause)

4. Add the following to ADDENDUM 1, SCHEDULE AND ADDITIONAL PROVISIONS:

A.1.41 AWARD FEE

The use of an award fee incentive for performance or delivery is authorized in addition to a Performance Retainage Pool and a Metric Performance

Retainage Pool under individual delivery orders. Award fee incentives shall be based solely on factors other than cost as specified in FAR 16.404. The contract type remains IDIQ firm-fixed-price. If an ordering entity decides to incorporate an award fee incentive, the specific terms of the award fee will be identified in individual delivery orders. The provision for an award fee is applicable only to delivery orders awarded subsequent to the effective date of this modification.

5. Add the following to ADDENDUM 1, SCHEDULE AND ADDITIONAL PROVISIONS:  
A.1.42 INCENTIVE FEE  
The use of an incentive fee for performance or delivery is authorized in addition to a Performance Retainage Pool and a Metric Performance Retainage Pool under individual delivery orders. Incentive fees shall be based solely on factors other than cost as specified in FAR 16.402-2 and 16.402-3. The contract type remains IDIQ firm-fixed-price. If an ordering entity decides to incorporate an incentive fee, the specific terms of the incentive fee will be identified in individual delivery orders. The provision for an incentive fee is applicable only to delivery orders awarded subsequent to the effective date of this modification.
6. Add the following to ATTACHMENT B DATA REQUIREMENT DOCUMENTS (REVISED 11/123/01), B.1 BACKGROUND, Table B.1 DRD Listing:  
ODIN-1A Asset Transition Value (ATV) Report Section C.5.6.4. DRD# ODIN-1A is applicable only to new delivery orders awarded after the effective date of this modification and is not applicable to interim delivery order extensions being negotiated prior to the effective date of this modification.
7. ATTACHMENT B DATA REQUIREMENT DOCUMENTS (REVISED 11/123/01)  
– Add DRD ODIN 1A (shown as Attachment 1 to this document)
8. The contract in its entirety is revised globally throughout the contract including all attachments and all modifications as follows:  
The name Lewis Research Center (LeRC) is replaced by the name Glenn Research Center at Lewis Field (GRC).
9. C.4.1.2 NASA CIO OPERATING MODEL is revised adding text as indicated by bolded text as follows:

NASA is responsible for establishing and maintaining the Agency and Center IT architectures and standards that define the minimum interoperability and functionality requirements. This is accomplished through the CIO Operating Model, described in NASA Procedural Guide (NPG) 2800. Agency-level IT



architectures and standards are established and maintained through an intra-Agency consensus based process as described in the CIO Operating Model. The ODIN Contractors shall implement the NASA IT architectures and standards which are published in NASA's IT Technical Standards – Directives. Information regarding the IT Technical Standards – Directives can be found at <http://www.hq.nasa.gov/office/codea/codeao/xnotice.html>. In addition to Agency level architectures and standards, the individual Centers have their own unique processes and documents through which Center level IT architectures and standards are issued. NASA is shifting the responsibility to select specific IT systems and products to meet NASA IT requirements and implement all NASA established standards to the ODIN Contractors. **However, to maintain common functionality across the Agency, including non-ODIN seats, NASA may specify product offerings by name if standards level specifications are insufficient to maintain an enterprise architecture. The Government will assume responsibility for liabilities and revisions to price associated with this and price will be negotiated at that time.** All ODIN Contractors are jointly and mutually responsible for all system-level and product-level integration testing to ensure interoperability and functionality, as well as compliance with Agency and Center IT standards and architectures. **However, some products or sources of supply may be specified by NASA to maintain interoperability across the Agency systems or to comply with Federal procurement initiatives.**

10. C.5.6.4 ASSET REPORTING REQUIREMENTS is revised adding text as indicated by bolded text as follows:

The Contractor shall provide periodic reports as required by DRD 1 **including the content specified by DRD# ODIN-1A.** (This includes reporting requirements stated in C.5.6.1 and C.5.6.3). The Contractor shall allow, to the Center ODIN customer base on an ongoing basis, electronic access and SQL query capability to the asset databases.

11. The following text is added:

**C.5.7.5 USER ASSISTANCE FOR CATALOG SERVICES**

- a. The Contractor shall provide the consultation services, identified in the Master Contract Section C.5.3 (k), for catalog services.

b. In addition to the requirements set forth in Master Contract Section C.5.7.1, the Contractor shall provide all necessary software and hardware components required to make the ordered catalog products/services functional. In addition to the conditions set forth in C.5.7.1, the Contractor shall provide all necessary software and hardware components required to make the ordered catalog products functional such as cables, cards, software, add-ons, and other required

components. The Contractor shall identify as part of the catalog service description all components required to make the catalog products/services functional. The Contractor will not be responsible for providing additional components to accommodate changes in user requirements after the catalog order is placed.

12. The following is added:

C.5.7.6 RE-UTILIZATION OF CATALOG PRODUCT-UNIQUE SERVICES

If a seat with any catalog (CSCC) product-unique items is deleted or cancelled, then the catalog service associated with that seat shall remain available for use by the Government for the remainder of the catalog period of performance. The service shall be directly transferred to another seat or held in account by the Contractor until transferred to a new or existing seat. The category of maintenance (Category 1 or 3) for the service remains the same as originally ordered. The contractor shall provide access to a listing of services that are held in account by the contractor and which have not been transferred to a new or existing seat. When an item can be made functional with a system designated by the Government, the contractor shall implement the Governments request for transfer. When an item can't be made functional, the Government shall at its discretion replace the item by augmenting with a catalog purchase and the existing transfer item shall be returned to be held in account by the Contractor until transferred again to a new or existing seat.

- a. If the service was initially ordered as Category 1 and requires a physical re-installation, the move and re-installation shall be counted under Master Contract Section E.3.1.8. However, in subsequent moves and re-installations of the same product-unique service item, the move and re-installation service will be ordered from the catalog.
- b. If the service was initially ordered as Category 3, the Government is required to move and re-install the item. If the Contractor is requested to move or re-install, the move and re-installation services will be ordered from the catalog.
- c. In the event a user transfers the catalog item to another ODIN seat, the Government will notify the Contractor of the change.
- d. For any items that have defined time periods (e.g., annual maintenance contracts on UNIX software), the time period will not be extended because the item is held in account. The time period that the item is held in account will be counted toward the ordered time period.

13. C.5.9.9 EXCESS CELLULAR PHONE USAGE is revised to read as indicated as follows:  
**Cellular phone use in excess of negotiated plan minutes will be billed at the rate established in the delivery order or CSCC, as appropriate.**
14. C.7.1 PERIODIC/ROUTINE TECHNOLOGY REFRESHMENT is revised adding text as indicated by bolded text as follows:  
C.7.1.1 ODIN Desktop seats have fixed technology refreshment periods included as a service level component. The Contractor shall periodically assess the offerings for each seat and update the seat configuration based on the best value to the Government for each seat functionality and price. The Contractor shall, at a minimum, refresh 1/n of the seats with an n year refreshment cycle each year where n is the refresh period. Desktop performance will be measured using the methodology defined in Attachment N, ODIN Performance Specifications, and shall meet or exceed the performance measures identified in Attachment R, Technology Refreshment Baseline. **As an alternative, Delivery Orders may specify n in monthly terms (e.g., 3 year refresh with no refresh in December = 1/33 to be refreshed each month, other than December).**
15. C.8.5 SECURITY INCIDENT REPORTING is revised adding text as indicated by bolded text as follows:  
The Contractor shall promptly report to the Center Information Technology Security Manager **and Computer Security Official** any suspected computer or network security incidents occurring on any systems. If it is validated that there is an incident, the Contractor shall provide all necessary assistance and access to the affected systems so that a detailed investigation can be conducted and lessons learned documented. Security logs and audit information shall be handled according to evidence preservation procedures.
16. C.8.1 Computer Security Requirements is revised adding text as indicated by bolded text as follows:  
The requirements stated in NASA Policy Directive (NPD) 2810.1, **"Security of Information Technology"** and NASA Procedures and Guidelines (NPG) 2810.1, **"Security of Information Technology"** apply to all IT systems and networks under NASA's purview operated by or on behalf of the Federal Government, whether located in Federal, contractor or subcontractor installations. This includes all workstations, servers and portable computers (e.g. laptops and notebooks) used by NASA employees and NASA contractors to remotely access NASA computing and networking resources regardless of location. Remote

access is defined as logging into a NASA computer system through a network or a modem to execute a command on the NASA computer system from a remote location, or to manipulate data stored on a NASA computer system from a remote location. Compliance with these requirements will be monitored by periodic computer security audits performed by or on behalf of NASA. All information processed, stored, or transmitted by contractor equipment belongs to the Government, even though the Contractor may own the equipment. By having the responsibility to maintain the equipment, the Contractor does not acquire access rights to the information or rights to redistribute the information. The Contractor understands that civil, criminal, or administrative penalties may apply for failure to protect information appropriately.

17. Add the following:

C.8.8 SYSTEM ADMINISTRATOR SECURITY CERTIFICATION

PROGRAM In addition to any other requirements of this contract, all individuals who perform tasks as a system administrator or have authority to perform tasks normally performed by system administrator shall be required to demonstrate knowledge appropriate to those tasks. This demonstration, referred to as the NASA System Administrator Security Certification, is a NASA funded two-tier assessment to verify that system administrators are able to –

1. Demonstrate knowledge in system administration for the operating systems for which they have responsibility.
2. Demonstrate knowledge in the understanding and application of Network and Internet Security.

Certification is granted upon achieving a score above the certification level on both an Operating System test and the Network and Internet Security Test. The Certification earned under this process will be valid for three years. The criteria for this skills assessment has been established by the NASA Chief Information Officer. The objectives and procedures for this certification can be obtained by contacting the IT Security Awareness and Training Center at (216) 433-2063.

A system administrator is one who provides IT services, network services, files storage, web services, to someone else other than themselves and takes or assumes the responsibility for the security and administrative controls of that service or machine. A lead system administrator has responsibility for information technology security (ITS) for multiple computers or network devices represented within a system; ensuring all devices assigned to them are kept in a secure configuration (patched/mitigated); and ensuring that all other system administrators under their lead understand and perform ITS duties. An individual that has full access or arbitrate rights on a system or machine that is only servicing themselves does not constitute a "system administrator" since they are only providing or accepting responsibility for their system. An individual that is

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only servicing themselves is not required to obtain a System Administrator Certification.

All other terms and conditions of this delivery order remain unchanged.

**ATTACHMENT 1**  
**NAS5-98146**  
**MODIFICATION 11**

<b>NATIONAL AERONAUTICS AND SPACE ADMINISTRATION</b>  <b>Goddard Space Flight Center</b> <b>Greenbelt, MD 20771</b>	<u><b>DATA</b></u> <u><b>REQUIREMENT</b></u> <u><b>DESCRIPTION</b></u>	<b>CONTRACT #:</b> NAS5-98146  <b>DRD #:</b> ODIN- 1A <b>Page 1 of 2</b>
<b>3. TITLE:</b> ASSET TRANSITION VALUE REPORT		
<b>SUBMITTAL REQUIREMENTS</b>		
<b>4. TYPE:</b>	<b>5. FREQUENCY OF SUBMISSION:</b> Quarterly based on calendar year	
<b>6. DISTRIBUTION:</b> 1 copy each to DOCO and DOCOTR	<b>7. INITIAL SUBMISSION:</b> First issuance within 90 days after issuance of delivery order	
<b>8. REMARKS:</b>		
<b>DATA REQUIREMENT DESCRIPTION</b>		
<b>9. USE:</b> To determine the value of contractor assets that may transition to another Vendor or the Government.		<b>10. REFERENCE:</b> <b>A.1.14</b>
		<b>11. INTERRELATIONSHIP:</b>
<b>12. PREPARATION INFORMATION:</b>  <p>The ATV applies to Contractor assets that are used in the performance of providing ODIN seat services and may include hardware, software, contracted or prepaid maintenance or services contracts. The ATV includes items that are leased, owned, or otherwise acquired by the Contractor without reimbursement from the Government. The ATV does not include any Government-furnished or institutionally-provided property or equipment, any infrastructure items (for which title resides with the Government), and any ODIN catalog products and services (except where otherwise bilaterally agreed upon under a given Delivery Order).</p> <p>The ATV report applies to all seat categories of ODIN services (desktop, server, communication). In preparing the ATV, the attached table identifies specific items that shall be considered but is not all-inclusive. The ATV Report shall contain descriptions and quantities of all hardware, (desktops, servers, phones, peripherals, etc), software (desktop, server and diagnostic), all infrastructure hardware and software components, communication assets, and any other assets used to provide ODIN seat services under the delivery order.</p> <p>Hardware items are to be separately listed in the report with a unique identification number (such as a serial number or an ODIN property number). For items that have no unique identification number the Contractor shall provide a means of identification for listing them in the report.</p>		

Attachment 1

**NATIONAL AERONAUTICS AND  
SPACE ADMINISTRATION**

**Goddard Space Flight Center  
Greenbelt, MD 20771**

**DATA  
REQUIREMENT  
DESCRIPTION**

**CONTRACT #: NAS5-98146**

**DRD #: ODIN- 1A      Page 2 of 2**

**PREPARATION INFORMATION: (continued)**

For assets that use the initial purchase price as the basis for calculating the ATV, the Report shall include the following information for each item: Item Name, Item Seat Type, Item Description, Unique ID Number, Purchase date, Initial Purchase Price, and Projected undepreciated Value.. For identical items purchased at the same time and price, the ATV may bundle these into one listing. The specific content and format of the ATV Report will be bilaterally agreed upon within the DOSP negotiation. In addition, the Report shall provide a separate listing of Catalog items but the values of these items are not to be included in the ATV. The asset transition value of catalog items shall be included in the catalog price of the item (except where otherwise bilaterally agreed upon under a given Delivery Order).

The ATV Reports shall be submitted electronically be in MS Excel format.

(end)



Seat Category	List of assets that shall be considered for inclusion in the ATV
<b>Desktop</b>	Hardware
	System Software licenses
	Application Software licenses
	Un-expired maintenance agreements
	Hardware and software used to provide Center-Standard Storage and/or Center-Standard e-Mail Storage
	Hardware and software used for System Administration of e-Mail and domain name services
	Hardware and software for printers and other items provided under Shared Peripheral Services
	Hardware used to provide any Laptop Loaner Pool services
	Hardware and software used to provide Local Backup services
	Hardware and software used to provide Desktop Conferencing services
<b>Server</b>	Hardware
	System and "back office" software licenses
	Hardware and software used to provide necessary Storage Volume
	Un-expired maintenance agreements
	Hardware and software used to provide Backup/Restore services
<b>Communication</b>	Hardware
	Un-expired maintenance agreements
<b>Telephonic</b>	Telephone instruments
<b>FAX</b>	Fax hardware and software
<b>AR</b>	Base station and handsets for Administrative Radio services
	Portable, mobile, and base stations for AR services, including antennas
	Radios without the Government frequencies, where applicable
	Hardware and software used for system administration of ARs and Nets
	Hardware used to provide any Radio Loaner Pool services
<b>Video</b>	Hardware and software used for system administration of the video network
<b>LAN</b>	Hardware and software used for system administration of LANs
<b>RC</b>	Hardware and software used for system administration of the Remote Telecommunication Service
<b>PA</b>	Hardware and software used for system administration of the Public Address Service